

Mayor and City Council Update February 14, 2020

To: Mayor and Council
From: Administration
CC: Department Heads



Administration

Assistant City Administrator Position - Search Update

Clark Patterson Lee (CPL) is conducting the executive search process for the Assistant City Administrator position. Through the help of CPL, the City Administrator identified 16 candidates out of over 900 candidates that she would like for CPL to invite for an initial interview. CPL will complete first round interviews during the week of February 24th. Second round panel interviews and then an interview with the finalists by the City Administrator is expected during the week of March 2nd. As long as this timeline goes as planned, the City Administrator hopes to select her next Assistant City Administrator by mid-March. We will continue to keep you posted on this search process. This position is not appointed by the Mayor and City Council, so it does not go on an agenda for approval.

Library

Automatic Renewal – With a recent library systems upgrade, Smyrna Library gained the ability to offer auto-renewal for its patrons. Currently, patrons may renew materials online, by phone or in person. Over the next few weeks, patrons will start receiving autorenewal email notices. The email will list the titles renewed by the system and the new due dates. This service will decrease the amount of manual renewals performed by staff and will increase customer service.

Winter Break Events – Even though school is out next week, the library isn't taking a break. Besides our normal five story times, the library will host a history lecture for adults, Block Party for toddlers, Teen Time, and a "Meet the Tooth Fairy" event for ages 3-7.

Parks & Recreation

Tree work completed at Ward Park, Creatwood Park, and Durham Park. A few select trees were removed due to safety concerns and their locations being near children play structures. Outside of the trees removed, several dozen had the canopy lifted up to improve views and lift low hanging branches off the ground areas. Once the rains pass, we have planned tree work at Riverline Park and behind the parking lot at the Brawner House.

Our multi-location paint project is now 100% complete. This involved painting updates at Chuck Camp Park, Jonquil Park, Brinkley Park, and Cobb Park.

We currently have a park crew out pressure washing facilities and painting the insides of a few restrooms due to some vandalism that recently occurred.

We are also currently in the middle of applying our Pre-emergent/Spring Fertilizer product to all athletic field complex's. We are about 50% complete and hope to finish the remaining fields this Friday if we get some dry weather (Fingers Crossed).

Outside of planned activities this week, our team has been busy clearing drains, cleaning up tree debris and keeping the restrooms tidy with all the mulch that gets brought in the building during these unfavorable weather conditions.

- The Wolfe Center is hosting AARP Tax Aide every Wednesday through April 15. On February 5 they completed 50 tax returns and February 12 they completed 42 tax returns.
- On Saturday, February 8 we hosted the Daddy Daughter Dance at the Smyrna Community Center. We had 107 daughters and 97 dads in attendance! This year's theme was "Under the Sea." The girls had the opportunity to make a mermaid necklace, we had a photo booth with a photographer taking pictures that the "couples" took home with them and were given a special mermaid bag as a parting gift.
- Some of our Wolfe Center members recently made some crocheted nests and kangaroo pouches to send to Australia to assist the animal rescue groups that have been overwhelmed with the fire fires.
- We will be hosting Winter Break Camp next week, February 17-21, at the Smyrna Community Center. We currently have 34 campers signed up for a fun week. The theme will be "Winter Blues".
- The Wolfe Center staff has put together a comprehensive survey that members are currently completing. We will accept surveys through the month of February. We will then take these survey's and evaluate our exercise program as well as our daily programming to see where we can improve our offerings.

Public Works

Public Works Supervisors, Foreman and Managers attending the UGA Carl Vinson institute For Local Government Management Training. The training will take 6 months to complete.

WATER /SEWER

Water / Sewer Division CCTV (Videoing) and Jetting Ward 4, **project 65%** complete.

Water sewer crews has installed 700 LFT line extension on Cobb Lane. With this water main install Public Works will be able to kill out old 10" water main in the middle of State Route 280 from Powder Springs Street to Plaza Drive. This project is in conjunction with the South Cobb Water Main Project Phase 1. *Cobb Lane Water Main Project:* **Project 100%** complete.

Sanitary Sewer Outfall Sub-Basin 3 project: Pipe lining has been completed from Elizabeth Street to Lochlomand Lane. Temporary roadway and piping being removed, and landscaping has begun. **Project 85%** complete.

Church Street Water Main Project: Contractor has installed first 2000 LFT. Next phase of the project will start at Mann Street. **Project 40%** complete.

Cobb Lane Water Main Project: **Project 80%** complete.

BUILDING AND GROUNDS DIVISION

Building and Grounds Division is currently under way with full roof replacement at Public Works Facility. Pending item gutters and downspouts. **Project 80%** complete.

Building and Grounds Division is currently in progress with painting inside of Smyrna Library. Painting will take place at night so the staff and citizens will not be inconvenience.

HIGHWAY/STREET DIVISION

Crews working on new sidewalk installation on Powder Springs Street at the Community Center. Crews are repairing Curb and Gutter on Old Spring Road.

Highway/Street Division has an ongoing sidewalk installation project underway on Powder Springs Street near the community center. This will connect other interior pedestrian transportation facilities. Project has been stymied by rainfall and is at 50%.

Crews working on raising valves and manholes that were lowered for the resurfacing throughout the city. **Project 40%** complete.

Upcoming this next week will be a pavement rehabilitation project on Windy Hill Road to correct a sink hole.

SPLOST

Roswell Street Roundabout: Vertical Earth LLC contractor will have all storm drainpipe and curbing has been completed, all sub grading has been completed. Graded aggregate base is being installed.

The center circle has been installed and paved. Approximately 50% of the sidewalks have been installed. Shoulders have been backfilled and temporary grassing has been applied. The project is about 65% complete. The project is still on schedule for a March completion depending on weather conditions.

Roadway should be opened by Mid-March weather permitting. Project is ahead of schedule. **Project 65%** complete.

Annual Paving: Striping of the roadways that have been paved, **100% complete** weather permitting.

Police Department

Total number of arrests:	25
Total number of citations issued:	133
Total number warning citations	135
Total number of calls for service:	949

Fire Department

Incidents

Fire-0

Medical- 46

Other- 36

Total- 82

Community Development

Type	#	Estimated Cost of Construction	Location
Building New/Residential	2	\$361,023	1-Grove at Adam's Pond 2-Enclave at Belmont
Building Remodel/Residential	6	\$64,700	4-Reroof 1-Interior 1-Remodel w/Addition
Building Remodel/Commercial	3	\$286,416	2-Remodel-200 Technology Ct (Curant) & 2323 Ward St (Ward Luxury Apts.) 1-Reroof-2120 Atlanta Rd
Electrical	2	-	-
Plumbing	5	-	-
HVAC	2	-	-
Signs	4	-	3-Wall Signs – 1766 Corn Rd (Viking Boat) & 2840 Atlanta Rd (Moe's) 1-Monument Sign-2200 Atlanta Rd (Georgian Oaks Apts.)
Grading	-	-	-

WEEKLY INSPECTIONS

Type	Number	# of Sites
All	194	75

NEW BUSINESSES

Name	Location	Home/Commercial	Description
AJA DUI SCHOOL	1800 LAKE PARK DR SE	C	EDUCATIONAL SVCS/SCHOOLS
AT&T SERVICES INC	7000 HIGHLAND PKWY SE, STE 150	C	STORAGE FACILITIES
CORNHOLE ATL, LLC	1729 WHITFIELD PARC CIR SE	H	MISCELLANEOUS
FRENCHIES	5350 UNITED DR SE	C	NAIL SALON
FULLSCOPE SPORTS INC	1270 CONCORD RD SE	C	RETAIL TRADE – OTHER
HOSAKA FAMILY DENTAL	1310 CONCORD RD SE	C	DENTIST
IJC BUILDING MAINTENANCE SERVICE	306 STILL PINE BEND SE	H	JANITORIAL SERVICES
MUNDO SALUADABLE	2220 ATLANTA RD, STE 108	C	RETAIL TRADE – OTHER
PINNACLE	3571 KINGS SPRINGS RD SE	H	SPECIAL TRADE CONSTRUCTION
PRETTY JESS YOU LLC	3240 S COBB DR SE, STE 850	C	AESTHETICIAN
SMITH SECKMAN REID INC	3300 HIGHLANDS PKWY SE, STE 295	C	ENGINEERING
SMYRNA FINEST HAND CAR WASH & DETAIL INC	2610 COBB PKWY SE	C	CAR WASH
SPACE SHOP SELF STORAGE	2520 SPRING RD SE	C	STORAGE FACILITIES
TAPPETO LLC	3100 JONQUIL DR SE	C	SPECIAL TRADE CONSTRUCTION
THE EDDY AT RIVERVIEW LANDING	6255 RIVER VIEW RD SE	C	APARTMENT COMPLEX
THE WARD LUXURY APARTMENTS	2323 WARD ST SE	C	APARTMENT COMPLEX



Weekly Rental Report

Feb 5- Feb 12, 2020		Resident	Non Resident	City Function	Allied Groups (Pro Bono)	Programmed Activity	Independent Contractor
Community Center							
	Magnolia	1	1	2			
	Dogwood	1	1	2			
	Jonquil		1	2			
	Sunflower		1			1	
	Azelea	1	1				
	Tulip	2	1				
	Daisy					3	
	Lily		2				
	Orchid	1	2				
	Large Gym			1 (DD Dance)		3	
	Small Gym	1				3	
Wedding Gazebo							
Brawner Hall							
	Banquet Hall	1	3	1			
	Studio A		1				
	Studio B		1				
	Conference		2				
Taylor Brawner House		1					
Reed House		1					
Aunt Fanny's Cabin		1					
Tolleson Day Room							
Pavilions							
	Brinkley (2)						
	Chuck Camp						
	Church Street						
	Cobb (2)						
	Jonquil						
	Lake Court						
	Riverline (2)						
	Rose Garden (2)						
	Taylor Brawner (3)	1					
	Tolleson (2)						
	Whitfield						
Sports Fields							
	Brinkley						
	Chuck Camp						
	Jonquil						
	Riverline						
	Tolleson	1				3	
	Cobb						
	Ward						
Totals		13	17	4		13	